

Request for MDCPDS Access

Request Information

Type of Account Request: ☐ New ☐ Change* ☐ Delete*
Application(s): ☐ MDCPDS ☐ CSU ☐ Citrix

Requestor: _____
Telephone Number: _____
Email Address: _____
CPAC Requestor: _____
Telephone Number: _____
Email Address: _____

User Information

Name/Current ID: _____
SSN: _____
Employee Type: ☐ Civilian Employee ☐ Military ☐ NAF ☐ Other
Rank (Military): _____

Account Information

Type of account: ☐ Manager
☐ Resource Manager
☐ Administrative
☐ CPAC

Permissions: ☐ Initiator (Create RPA)
☐ Requestor
☐ Authorizer
☐ Personnelist (CPOC Only)
☐ Approver (CPOC Only)

Required Access: _____
(CPAC ID, Major Command, UIC, Org Code)

Groupbox(es) name to attach to: _____
Additional information: _____

*Enter userid in Name block under User Information

CPOC Use Only:

Userid: _____
Smart RPA Number: _____
Routing Group: _____
Default Printer: _____
Responsibility: _____
Menu: _____